

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD JULY 1, 1998 - JUNE 30, 1999**

1. DEPARTMENT/COURT INFORMATION:

Department/Court: Health and Human Services - South Region Family Resource Bureau

Division/Unit: South Bay District Office

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEER (this section should include community volunteer, student intern, groups, corporations, etc.)'

No. Vol.	<u>10</u>	Hours	<u>590</u>	x	\$14.30	=	<u>\$8,437.00</u>
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Types of work performed by GENERAL VOLUNTEERS in this category: _____
Clerical support.

- b. INSTITUTIONAL VOLUNTEER (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	<u>145</u>	Hours	<u>3,809</u>	x	\$ 14.30	=	<u>\$54,470.00</u>
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:
Clerical support, photo copying, internal and external building clean up, assist security guards with patrolling of employee parking lot.

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity. These specialized positions have verifiable compensation levels (VCL). If you have such a volunteer, please indicate the position, hours and compensation level below.

<u>Position</u>	<u>Hours</u>	<u>x</u>	<u>VCL</u>	<u>=</u>	<u>Dollar Benefit</u>
<u>0</u>	<u>0</u>	<u>x</u>	<u>0</u>	<u>=</u>	<u>\$ 0</u>

No. Vol	<u> </u>	Total Hours	<u> </u>	Total Value	\$ <u> </u>
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Types of work performed by SPECIALIZED VOLUNTEERS in this category: _____

N/A

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

	<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
2a:	<u>10</u>	<u>590</u>	<u>\$ 8,437.00</u>
2b:	<u>145</u>	<u>3,809</u>	<u>\$ 54,470.00</u>
2c:	<u>0</u>	<u>0</u>	<u>\$ 0</u>
TOTALS: <u>155</u> <u>4,399</u> <u>\$ 62,907.00</u>			

3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's 'Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

<u>Item Donated</u>	<u>Value</u>	<u>Item Donated</u>	<u>Value</u>
Customer Food Bank	<u>\$ 200.00</u>		<u>\$</u>
	<u>\$</u>		<u>\$</u>
TOTAL VALUE \$ <u>200.00</u>			

4. VOLUNTEER PROGRAM COSTS:

- a. Cost of direct supervision of volunteers (total hours of direct supervision times hourly rate of staff person(s) directly supervising program volunteers.

$$\text{Hours } \underline{1,743} \quad \times \quad \text{Rate } \$ \underline{15.92} \quad \text{Sup. } \text{Eligibility} = \boxed{\$ \underline{27,750.00}}$$

- b. Cost of program coordination (total hours of program coordination times hourly rate of coordinator(s). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placements and recognition, etc.

$$\text{Hours } \underline{373} \quad \times \quad \text{Rate } \$ \underline{15.92} = \boxed{\$ \underline{5,946.00}}$$

- c. Other program costs (volunteer training materials/supplies, recognition costs, etc.):

Item	Cost
Supplies include: sponges,	\$100.00
mops, brooms, bleach and orange	
vests.	

TOTAL OF OTHER PROGRAM COSTS

=

\$ 100.00

- d. TOTAL OF VOLUNTEER PROGRAM COST =
(add 4a, 4b, and 4c)

\$ 33,796.00

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

- a. Total Dollar Benefits of Volunteers, Item 2d (Page 2) \$ 62,907.00
- b. Total of Donations to Volunteer Program, Item 3 (Page 2) \$ 200.00
- ADD a + b \$ 63,107.00
- c. Subtract Total of Volunteer Program Costs, Item 4d (Page 3) (\$ 33,796.00)
- TOTAL PROGRAM BENEFIT \$ 29,311.00

6. **RECRUITING:**

Please describe your recruiting programs:

"Work-for-Benefit" customers provide services as part of receiving assistance requirement. The County has utilized "Summer Youthforce" for many years and will continue to do so. We also have a MOU with Probation for their "Work Project." Volunteer recruiting is an on-going process.

7. **SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:**

Please describe any special activities and/or achievements your program was involved in during the period of this report:

On-going recruitment. Benefits to County and staff of work performed

by volunteers.

8. **VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 1999-00:**

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

To continue our on-going recruitment of volunteers. To maintain our

MOUs and agreements we have for volunteer recruitment.

9. **GENERAL INFORMATION:**

Name of Person Completing Report: Jerry Jones/Fran Sjoberg

Phone Number: 585-5220 Mail Stop W-97 E-Mail jjjonesss

Volunteer Coordinator: Sylvia Fitch-Brewster & Moises Gamboa

Phone Number: 585-5130 & 585-5246 Mail Stop W-97 E-Mail

10. **DEPARTMENT CERTIFICATION:**


DEPARTMENT HEAD SIGNATURE
Jerry Jones

July 20, 1999
DATE